

## **REQUEST FOR QUALIFICATIONS FOR ARCHITECTURAL / ENGINEERING SERVICES**

**Pursuant to §41-16-72, of the Code of Alabama**, as amended, Alabama Building Renovation Finance Authority (ABRFA), is soliciting qualifications from design professionals licensed in the State of Alabama to provide basic services under an Open-End Agreement, on an as needed basis, for various projects. The Open-End Agreement will be awarded to one firm and the services will be contracted under both fees for basic design services and hourly rates for additional services in accordance with the Manual of Procedures of the Division of Construction Management.

**Project General Description and Scope:** The services will cover various renovations, repairs, remodeling, interior design and new construction projects at facilities within the Capitol Complex in Montgomery, Alabama. The projects will vary in size and complexity, which may be awarded as multiple projects limited in scope and expected duration. The Maximum estimated construction budget for each Open-End Agreement is \$750,000. The term of the agreement will be for two (2) years. Estimated total Construction Budget to be \$2,500,000.00.

**Qualifications:** The Architectural firm shall have the following qualifications and experience:

- An experienced team with extensive prior knowledge of small projects in large office buildings, and renovation projects, both Interior and Exterior.
- Ability to perform services for multiple small projects concurrently and in a timely manner.
- Each Project Team member, including Consultants, to demonstrate knowledge, and extensive field experience in existing building improvement projects equal or greater size and complexity in the last 5 years.
- The design team's location and availability to visit and monitor the project site to manage project in a timely manner, maintain project schedule, and provide effective construction management.
- Must have design professionals licensed and currently registered to practice in the State of Alabama.
- Previous experience working on State of Alabama Projects and familiarity with the Division of Construction Management's procedures.

Recognizing the composition of Alabama's citizenship, the Alabama Building Renovation Finance Authority encourages submissions from design professionals that represent Alabama firms with diversity in their staffing and proposed project team, including but not limited to, associated design professionals and consultants.

**§41-16-82 of the Code of Alabama** requires a disclosure statement to be completed and filed with all proposals, bids, contracts, or grant proposals submitted to the State of Alabama in excess of \$5,000. The form is available online at <http://www.ago.state.al.us/File-AL-Vendor-Disclosure-Statement>.

**§31-13 of the Code of Alabama** (Alabama Immigration Law) imposes conditions on the award of state contracts. Firms must agree to fully comply with the Immigration Reform and Control Act of 1986, as amended by the Immigration Act of 1990, and the Beason-Hammon Alabama Taxpayer and Citizen Protection Act. Architects and Engineers should review and adhere to these guidelines as appropriate to their project type. For additional information on this subject, please refer to the Division of Construction Management bulletins.

**Response:** Interested firms shall submit the following: 1.) Letter of Interest; 2.) Statement of Qualification utilizing the GSA Standard Form 330 for the lead design firm and all consultants along with information for similar relevant projects ongoing or completed within the last 5 years. Information for similar relevant projects shall include project description, project budget, project location, project timeline including design start and construction, contract completion, scope of work, Owner's name and contact information, plus any other relevant information; 3.) Signed and completed Disclosure Statement

**Proposals must be delivered no later than 4:00 p.m. (Central Daylight Time) on Tuesday, November 19, 2019.**

Submit five (5) copies of the required proposal information to:

Katie Williams, Project Architect  
Department of Finance  
Division of Construction Management

Physical Address:  
RSA Plaza Building  
770 Washington Avenue, Suite 470  
Montgomery, AL 36104

Mailing Address:  
Post Office Box 301150  
Montgomery, Alabama 36130-1150

Questions and or information related to delivery of qualifications shall be directed to Katie Williams via email at [Katie.Williams@realproperty.alabama.gov](mailto:Katie.Williams@realproperty.alabama.gov)